



**Delaware Open Data Council  
Draft Meeting Minutes  
9/11/2017**

**Council Members Present:**

Rhonda Lehman, DTI (Chairperson)  
Dana Rohrbough, DOS / GIC (Co-Chairperson)  
David Blowman, DOE  
Jill Fredel, DHSS  
Mike Mahaffie, DNREC  
Courtney Stewart, DOS  
Leslie Poland, Finance

**Council Members Available *Via Telephone Conference / SKYPE:***

Dean Stotler, OMB  
Li Wen Lin, DOT  
Steve Yeatman, DSCYF

**Council Members not present:**

Joanna Champney, DOF  
Bob Zimmerman, DNREC

**Guests:**

James Collins, CIO  
Debbie Sullivan, DTI FirstMap Team  
Brandon Smith, DTI  
Sheila Hunton, DOS/GIC (via telephone)  
David Yeager, Open Energy Efficiency, Inc.

The meeting was called to order at 1:04 pm

**Welcome / Introductions of those in attendance in person and via Skype**

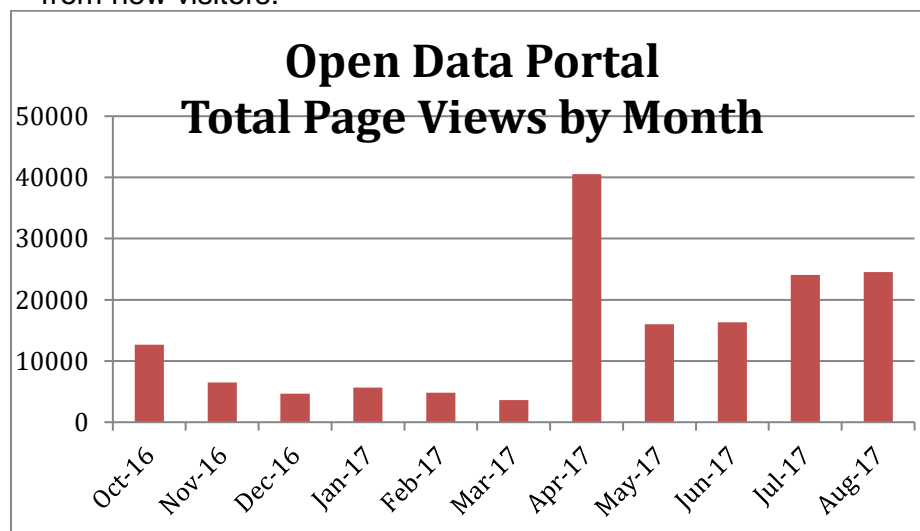
**Minutes from the Previous Meeting (7/10/17)**

- Li Wen Lin motioned to approve the minutes. Mike Mahaffie seconded the motion. All members voted to approve.

**Updates**

- **2017 Open Data Challenge** - Dana Rohrbough explained that top two teams from the Open Data Challenge were scheduled to give a presentation and review on their progress in August. The second place team has decided not to move forward with the development of their application. The first place team requested more time to complete development, which has been granted.

- **DNREC/DOT Open Data Challenges** – A meeting was held with the group Open Data Delaware regarding holding open data challenges around DOT and DNREC data. We are awaiting ideas and a proposal from Open Data Delaware.
- **Dataset Updates**
  - There are currently 46 datasets published in the portal
  - A “What’s New” page was created and linked to from the Open Data Portal that lists all new datasets along with the date published. This will be an easy way for someone to find new items added to the Open Data Portal without browsing the catalog.
  - New Datasets: State Rebates for Alternative Fuel Vehicles (DNREC), DART Bus Schedule (DOT), Bus Stops (DOT - FirstMap), Inmate Population (DOC) Archived Revenue (DOF), Archived State of Delaware Checkbook (DOF), and Archived State Employee Credit Card Transactions (DOF).
    - The three archived financial datasets were created to move FY2012 data into. Finance only wants to keep five fiscal years plus the current fiscal year in the regular datasets.
  - In Progress: None at this time
- **Portal Statistics**
  - The statistics for the Open Data Portal and Open Checkbook sites were reviewed with the Council. These statistics are from 7/10/17 through 09/10/17.
  - Open Data Portal:
    - There have been 48,432 page views.
    - The most popular datasets are: Delaware Business Licenses (17,862), Delaware Historical Business Licenses (2,476), Restaurant Inspection Violations (816), Professional and Occupational Licensing (437), State of Delaware Checkbook (373).
  - Open Checkbook is counted separately, and thru Google Analytics. There have been 10,707 page views, 2,169 users, and 76.9% of the views were from new visitors.



### **Special Presentation**

David Yeager of the company Open Energy Efficiency, Inc. gave a presentation. Mr. Yeager obtained some datasets from OMB regarding energy efficiency project data and actual consumption data for 87 buildings. He did some analysis to the data. It showed what it would look like if you had not done the energy efficiency projects. Mr. Yeager stated that Delaware is doing pretty well compared to other things that this company has seen. There are some spikes shown in the graphs that could be investigated further. He demonstrated some specific analysis per building and the projects that were completed on those buildings. Mr. Yeager will provide the results to anyone who requests it: [data.openee.io](http://data.openee.io). Rhonda Lehman asked OMB if the data provided would be useful to publish out on the Open Data Portal on a regular basis. Dean Stotler indicated that not all of this data is automated and that OMB would want to review before publishing. Dean indicated that there is a lot of policy value in this data and analysis. The presentation and Mr. Yeager's email address will be provided to all Council members.

### **New Executive Order/Bylaws**

- A new Executive Order has been drafted. The next step will be to discuss this with the Governor's Office and see if they want to make any changes. Mike Mahaffie asked how this compared to the prior Executive Order.
- The main differences are the addition of an Executive Steering Committee and having all Executive Branch Agencies as members of the Council. It provides the Council the power to create subcommittees and bring in people to serve on those subcommittees. It mandates the creation of an annual Open Data Action Plan. Agencies would also be required to provide an inventory of all datasets that can be published in the Open Data Portal and to strive to publish those datasets by the end of 2020. Other branches of government are encouraged to work with the Council to provide data.
- Dean Stotler stated that potentially OMB should be part of the Executive Steering Committee. OMB is working internally to more closely reflect Chapter 105 The Delaware Governmental Accountability Act with the state's budgeting process which includes public performance measures and performance indicators. Some states are using their Open Data Portal to publish scorecards and other performance indicators to accomplish those activities. He suggested that possibly OMB should have a seat on the Executive Steering Committee due to a greater focus on performance based budgeting and wanting to participate in the prioritization of datasets. Socrata has another tool called Open Performance that focuses specifically on this type of presentation of data.
- There was discussion about the Council membership. Will the Council be too big with representatives from all executive branch agencies? Some think the Council may become unwieldy. The original executive order did not include all executive branch agencies in order to get the open data

initiative started. Others feel that all executive branch agencies should be members of the Council.

- Dean Stotler asked whether we need to clarify that we may want to publish/include data that is not generated by the state, but may be used by the state. Many agencies provide data to the federal government and in some cases don't even have a copy of that data in their own system. Mike Mahaffie stated that we should not republish data that already exists elsewhere in an open data format, we should link to that data. The Executive Order does not need to be changed to reflect this.
- James Collins what the value of the Executive Committee would be and how would it interact with the Council. It was anticipated that the Executive Committee could communicate to the Council priorities of the Cabinet or the Governor's Office. This should be supportive of the current strategy of the Governor. James sees the bigger issue in potentially agencies being too protective of their data and not wanting to publish it.
- James Collins stated that the Council should formally adopt the draft Executive Order to send to the Governor. The final consensus was to remove the Executive Steering Committee.
- Mike Mahaffie asked if Bob Zimmerman still has an opportunity to comment. If he does have any concerns or comments, they will be sent out to the Council for consideration.
- Jill Fredel motioned to approve the draft Executive Order with the removal of the Executive Steering Committee. Dana Rohrbough seconded the motion. All members voted to approve.

### **Dataset Suggestions/Comments**

- Rhonda Lehman asked the council members to look at the sheet entitled "Dataset Suggestions".
- A new column was added to the spreadsheet called Disposition. Rhonda Lehman and Dana Rohrbough created a list of potential Dispositions: New Suggestion, Awaiting Agency Decision, Approved by Agency – Awaiting Publishing, Rejected, Closed – Published, Closed – Not Specific Enough, Closed – Not State Data, and Need more info from requester. Rhonda and Dana added a disposition status to each item on the spreadsheet. Once items are closed or rejected, they will be removed from the spreadsheet. Rhonda asked Socrata if we could customize the status field in the Open Data Portal on the Dataset Suggestions. This is not a current capability, but Socrata agreed to take that as a suggestion.
- We need to have broader discussion on other sources of data: federal, etc. What should we consider bringing into the Open Data Portal. We should establish a group to take a look at this.
- James Collins talked about the ultimate goal of being able to share data across state agencies to make better decisions. He spoke of a trip to look at an integrated data system that was built by Allegheny County and is used for data analytics. We should be looking to do this around opioids, violence in Wilmington, etc. It is difficult navigating the legal framework to do this. This is beyond the work that the Open Data Council is doing, but he wanted the

Council to be aware. He really wants the state to be focusing on what the data is telling us and taking strategic action based upon that. A team of data scientists to provide assistance to agencies with their data would be very beneficial. The state has a lot of data, but not many people to do analytics on the data. Maybe the Council can advocate for this.

- We have been focusing on data in the agencies that we can get easily. We would like to get priorities of things we should focus on.
- We need a set of official comments to be sent back to the dataset requester from each agency within the next couple of weeks.
- New suggestions received since last meeting: None

### **Review Dataset Pipeline**

- The Council reviewed the Dataset Priority List.
- No datasets are currently in progress.
- Jill Fredel would like to work on some opioid datasets. She will setup a call with the departments involved.
- DNREC is having a meeting this week on Septic System Inspections, so this should be moving forward.
- Jill Fredel would also like to work on drinking water data.
- Jill will also initiate discussions with the Office of Animal Welfare.

### **New Business/Open Discussion**

- Deb Sullivan mentioned that ESRI is doing a lot with opioid data.

### **Public Comments**

- David Yeager stated that he understands that the publishing of the data is hard and he appreciates the work being done to achieve that.

### **Next Steps**

- The next meeting will be held on January 8, 2018 in the same dual locations.

The meeting was adjourned at 1:48 pm.